## CIRCULAR NO. A-11 PART 2

## PREPARATION AND SUBMISSION OF STRATEGIC PLANS, ANNUAL PERFORMANCE PLANS, AND ANNUAL PROGRAM PERFORMANCE REPORTS



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
JULY 1999

## **TABLE OF CONTENTS**

Title	Sec./Ex. No.	Pag
ART 2—PREPARATION AND SUBMISSION OF STRATEGIC PLANS, A ANS, AND ANNUAL PROGRAM PERFORMANCE REPORTS	NNUAL PERFOR	MANCE
Section 200—Overview of strategic plans, annual performance plans, and annual program performance reports		
Overview	200.1	46
Definitions	200.2	46
Applicability	200.3	46
Section 210—Preparation and submission of strategic plans		
Introduction	210.1	4
Timing of plan submissions	210.2	4
Time period covered by strategic plans	210.3	4
Relationship to submission of annual performance plans	210.4	4
Strategic plan requirements	210.5	4
Comprehensive mission statement	210.6	4
General goals and objectives	210.7	4
Description of how the general goals and objectives will be achieved	210.8	4
Relationship between goals in the annual performance plan and		
a strategic plan	210.9	4
Key factors affecting achievement of general goals and objectives	210.10	4
Program evaluations and strategic plans	210.11	4
Consultation	210.12	4
Transmittal of plans to Congress and OMB	210.13	4
Section 3 of the Government Performance and Results Act	Ex-210A	4
Various submission dates for the strategic plans and years covered	Ex-210B	4
Section 220—Preparation and submission of annual performance plans		
Introduction	220.1	4
Timing of plan submission and submitting official	220.2	4
General rules governing development of annual performance plans	220.3	4
Single annual performance plan	220.4	4
Relationship to strategic plans	220.5	۷
Elements of the annual performance plan	220.6	4
Format and additional content	220.7	4
Relationship with the budget	220.8	4
General guidelines on developing performance goals and indicators	220.9	4
Reflecting performance occurring in future years or funded by	220.10	1
prior year monies	220.10	4
resources, processes, and technologies	220.11	4
Verification and validation	220.12	4
Availability of detailed performance information	220.13	4
Classified or other appendices not available to the public	220.14	5
Agency requests for use of alternative form(s) of measurement	220.15	5
Agency requests to waive the requirement for performance goals	220.16	5

Title	Sec./Ex. No.	Page
Clearance and public availability of the annual performance plan	220.17	502
Revised final annual plan	220.18	503
Section 4(b) of the Government Performance and Results Act	Ex-220	505
Section 221—The FY 2001 annual performance plan		
Annual performance plan for FY 2001	221.1	507
Fiscal year coverage of the FY 2001 annual plan	221.2	507
Display of performance goals in the FY 2001 annual plan	221.3	508
Section 230—Preparation and submission of the annual program		
performance report		
The purpose of the annual program performance report	230.1	511
Relationships between the annual program performance report, the	220.2	<b>711</b>
annual performance plan, and the accountability report	230.2	511
Sec 4(b) of the Government Performance and Results Act	Ex-230	514
Section 232—What does the annual program performance report contain?		
CONTAIN:		
	232.1	517
The required elements of an annual program performance report	232.1 232.2	
The required elements of an annual program performance report Other features of the annual program performance report		517
The required elements of an annual program performance report Other features of the annual program performance report Format	232.2	517 519
The required elements of an annual program performance report Other features of the annual program performance report	232.2 232.3	517 519 520
The required elements of an annual program performance report Other features of the annual program performance report	232.2 232.3 232.4	517 519 520 521
The required elements of an annual program performance report Other features of the annual program performance report	232.2 232.3 232.4 232.5	517 519 520 521 522
The required elements of an annual program performance report Other features of the annual program performance report	232.2 232.3 232.4 232.5 232.6	517 519 520 521 522 523
The required elements of an annual program performance report Other features of the annual program performance report	232.2 232.3 232.4 232.5 232.6 232.7	517 519 520 521 522 523
The required elements of an annual program performance report Other features of the annual program performance report	232.2 232.3 232.4 232.5 232.6 232.7	517 519 520 521 522 523
The required elements of an annual program performance report Other features of the annual program performance report	232.2 232.3 232.4 232.5 232.6 232.7	517 519 520 521 522 523
The required elements of an annual program performance report Other features of the annual program performance report	232.2 232.3 232.4 232.5 232.6 232.7	517 519 520 521 522 523
The required elements of an annual program performance report Other features of the annual program performance report	232.2 232.3 232.4 232.5 232.6 232.7	517 519 520 521 522 523 524
The required elements of an annual program performance report Other features of the annual program performance report	232.2 232.3 232.4 232.5 232.6 232.7 232.8 232.9	517 517 519 520 521 522 523 524 524